

**SANDUSKY COUNTY LAND REUTILIZATION CORPORATION  
BOARD OF DIRECTORS**

Tuesday, September 12, 2023, at 1:30 p.m.

Sandusky County Land Bank Office  
2511 Countryside Drive, Suite C, Fremont, Ohio

The Regular meeting was held at 1:30 p.m. September 12, 2023. The meeting was called to order by Scott Miller, Chairman. The sign-in sheet was distributed for signatures with the following Board Members present and constituted a quorum for conducting the business of the Land Bank.

Kimberley Foreman  
Scott Miller  
Russ Zimmerman - Absent  
Paul Lotycz  
Bob Gross  
Justin LeBenne - Absent  
Tim Freeman

Brian Woods, Executive Director  
Mary Sorg, Secretary

Guests  
Beth Tischler, Prosecutor  
Erica Williams, City of Fremont  
Colleen Carmack, Recorder

1. **Approval of Minutes.** The minutes of the August 8, 2023, Regular Meeting were distributed by email and at the meeting. A motion to approve the meeting minutes as received was made by Kim Foreman, seconded by Paul Lotycz. The motion was carried by voice vote without objections.
2. **Approval of Financials.** The August 2023 Monthly Financials were distributed by email and at the meeting. Balance as of 08/31/23 is \$228,957.09. A motion to approve the financial reports as received was made by Paul Lotycz, seconded by Bob Gross. The motion was carried by voice vote without objections.
3. **Old Business.** Kim wanted to know the status of the Front Street properties that the City of Fremont purchased. Brian stated that Attorney Roger Hafford has been working on them, but has been ill. Scott asked if there was a plan B in place if Mr. Hafford cannot complete the paperwork and Brian stated that there was not. Per Brian there is no deadline for completion. Brian also stated that there is another Front Street property that the Land Bank now owns and if the city is interested in it, maybe we can get them all done at the same time. Bob stated that he talked to the City Safety Service Director, Ken Frost and they put a purchase order in 5 months ago for the property and have been waiting for the Land Bank to deliver the purchase agreement, but they have not gotten it yet. Brian stated that it was his understanding that Jim Melle from the city was going to draw up the paperwork. Bob stated that was not what Ken thought and that Brian and Ken needed to get together and figure it out.

Paul brought up the property on the corner of North Street and Dickinson Street (former Commercial Oil) and stated that there were homeless people/squatters living in it. Sandusky Township mowed, cleaned it up and put signs up. It was a Brownfield grant project for remediation only and is not a Land Bank property. There was discussion on if the soil has been decontaminated. Per Brian the project has not been completed, but we should receive paperwork when the remediation is complete along with EPA approval. Erica Williams stated that it was her understanding that the township should receive a final report and Brian stated that BJAAM should provide a report for the Land Bank. Beth will investigate if any legal action can be taken on squatters. It is unknown who owns the property, but it is on the potential foreclosure list.

4. **New Business.** Brian presented a proposal for the 2024 budget. Brian will get figures for the actual expenses for 2022 and 2023 to date. Kim and Tim will review the proposal and email a final budget to all board members for board approval at our next board meeting.

5. **Brian Woods, Executive Director**

a. Update on Building Demolition & Site Revitalization Grant program – None

b. Update on Brownfield Remediation Grant Program

Former Atlas – we have not received the demolition reimbursement because it had to be resubmitted

Sunshine Biscuit – just about completed

Farmland on Hayes Avenue – BJAAM and the property owner have come to an agreement with the EPA on what needs to be done

Kim asked if we had a percentage on where we were as far as reimbursement with Brownfield and Brian stated that we are zero percent reimbursed and have about \$105,000 into it.

c. Update on Land Bank-owned properties.

642 Penn Lane, Woodville – Brian stated that this property will be hard to sell and wondered if we could move up 626 Penn Lane on the foreclosure list so that we could sell these properties together. He stated that these properties are right next to each other.

612 South Street – waiting for Matt with Century 21 to get back from vacation to lower price to \$10,000

1566 SR 20 – received an offer for \$34,000 pending the sale of the purchaser's home. There are no other offers currently.

Rice Township came to Brian with a request for 2 condemned properties on Sunny Acres Drive that they would like to remediate. One is a mobile home and one is a house. The cost would be about \$15,000 and the township would like assistance in paying for it. Beth will reach out to Attorney Mark Mulligan and Rice Township and make sure the owner of the mobile home also owns the land. The board agreed to table this request for now and discuss it at the next meeting.

712 Milton Street was brought up at the last board meeting per a resident concerning tall weeds. Brian checked on this property and the owner is responsible for keeping in mowed. The Land Bank tore the house down, leveled the ground and planted grass seed at that time. The land still belongs to the property owner. All complaints about the grass should go to the city.

6. **Prosecuting Office.** The potential foreclosure list was forwarded to the Treasurer and was given to the Board for review. Kim asked about reimbursement of 1076 McKinley Street and Beth stated that the court costs had not been paid yet.

7. **Other Business/Public Comment.** Residents David Tucker and Alfonso Tucker attended the meeting. David asked if the budget was yearly or quarterly and the board replied that it was yearly. David also

wanted to know if street sweeping was part of our budget and it was explained to him that street sweeping was under the city and not the Land Bank. Bob will get David's phone number and have the city's street superintendent get ahold of him. David also asked about painting of the curbs and Bob stated that it was not a requirement under the ORC, so they no longer budget for it.

8. **Executive Session.** Scott requested the board enter into Executive Session for employment and personnel issues, and the motion to move was made by Bob Gross and seconded by Paul Lotycz. The board entered into Executive Session at 2:26pm and returned from Executive Session at 2:50pm.

A motion to adjourn the meeting was made by Bob Gross, seconded by Kim Foreman.

Meeting adjourned.

9. **Meeting Attestation**

I hereby certify that the minutes related to the Board of Directors' regular meetings on September 12, 2023 and October 10, 2023 are the minutes approved by the Board of Directors at their meeting of November 14, 2023.

Attested: Mary Sorg Dated: 11-14-23  
Mary Sorg, Sandusky County Land Reutilization Corporation Secretary



**SANDUSKY COUNTY LAND REUTILIZATION CORPORATION**  
**AGENDA**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING**

**NOTE: MEETINGS WILL NOW BEGIN AT 1:30 PM**

**Notice to the Attending Public:** Please mute all digital devices and refrain from texting. If public comment is not specifically requested for an Agenda item, the members of the public who are attending will be given the opportunity to make comments at the end of the meeting. Comments will be limited to three (3) minutes per person; however, the Chairperson may decide to shorten or lengthen the public comment period at his/her discretion. Members of the public may not transfer their time to others. Please be aware that the Board will take comments under advisement and is not required at this time to respond to your remarks during the meeting.

**LOCATION:** Sandusky County Land Bank monthly board meeting will be held at the Sandusky County Land Bank office at 2511 Countryside Drive, Suite C, Fremont, Ohio.

**DAY/TIME:** Tuesday, September 12, 2023, regular meeting will start at 1:30 p.m.

**PURPOSE:** Regular meeting to consider the following business:

1. Call to order by: Scott Miller, Chairman
2. Roll Call or sign in sheet
3. Approval of Minutes of Tuesday, August 8, 2023
4. Approval for Financials: August 31, 2023 balance of Old Fort Checking Acct. \$
  - a. Financials will be sent to the Board Members via email for August 2023
5. Old Business
6. New Business
7. Brian Woods, Executive Director
  - a. Update on Building Demolition & Site Revitalization Grant Program
  - b. Update on Brownfield Remediation Grant Program
  - c. Update on Land Bank owned properties
8. Prosecuting Office – Update on foreclosures
9. Scott Miller, Chairman – additional business to be brought before the Board
10. Public Comments
11. Executive Session – if required
12. Adjournment

### Regular Board Meeting Sign In

Meeting Date: Tuesday, September 12, 2023, at 1:30pm

Meeting Place: Sandusky County Land Bank Conference Room  
2511 Countryside Drive, Suite C Fremont, Ohio

PRINT Name	SIGNATURE	ORGANIZATION
Eric Williams	<i>Eric Williams</i>	City of Fremont
Kimberley Foreman	<i>Kimberley Foreman</i>	Treasurer
Jim Freeman	<i>Jim Freeman</i>	
Colleen Carmack	<i>Colleen Carmack</i>	Recorder
Tom Kohler	<i>Tom Kohler</i>	Trustee
Robert Gross	<i>Robert Gross</i>	City of Fremont
Alfonso Tucker	<i>Alfonso Tucker</i>	City of Fremont
Beth Tischler	<i>Beth G. Tischler</i>	Prosecutor
David Tucker	<i>D.P.T</i>	City of Fremont
Scott Miller	<i>Scott Miller</i>	Commissioner

Attested by: *Mary Sorg* Mary Sorg, Secretary